

DBE Frequently Asked Questions

Q. Does the Buy Indiana Program allow INDOT to give preference to DBEs located in Indiana when awarding its contract?

A. **No the federal program requires INDOT to treat DBEs equally regardless of their location.**

Q. I am already certified through the SBA 8(a) Program. Do I still need to complete INDOT's certification process including its form?

A. **Yes. Even though the application form states otherwise, federal guidance provided to INDOT requires completion of INDOT's form and process.**

Q. Do you have to have an existing business to become certified as an DBE/ACDBE? Or can a company in the process of opening a business become certified as a DBE/ACDBE?

A. **To be an eligible DBE/ACDBE, a firm (including its affiliates) must be an existing small business, as defined by Small Business Administration (SBA) standards.**

Q: Can I work on federal projects if I am not certified with INDOT?

A: **Yes, however, the work will not be counted toward the DBE goal.**

Q: Do I need to be prequalified to work on INDOT projects?

A: **Typically, if you are a contractor/subcontractor, desiring to perform work on INDOT projects, you must be prequalified, if at any given time, your workload exceeds \$300,000. If you are a consultant, performing work for INDOT, or bidding on an INDOT contract as a prime, you must be prequalified. Please contact INDOT Contract Administration Customer Service at 317-233-8805 for detailed information concerning prequalification requirements.**

Q: Do I have to pay my employees more than the minimum wage to work on INDOT projects?

A: **All INDOT contracts have specified wage and hour requirements. INDOT contracts may require compensation be in accordance with Davis-Bacon Wage Rates. To determine current Wage Rate Decisions, you may log onto: www.dol.gov. You may call INDOT Contract Administration Customer Service at 317-233-8805, for assistance in locating applicable wage rates.**

Q: Do firms graduate from the DBE program?

A: Yes, firms can graduate in one of two ways: 1) If the qualifying member's Personal Net Worth (PNW) exceeds \$750,000.00. The value of the DBE firm and the qualifying member's primary residence may be excluded from the calculation. 2.) If the company's gross receipts, averaged over a three-year period exceed Small Business Administration size standards for the specific type of firm, or in any case exceed \$20,410,000.00.

Q: If my husband has no interest in my business, what steps do I need to take to prove this?

A: If your husband is, or has been, involved in the DBE business, but currently neither has a controlling financial interest nor controls the firm's operations, you may prove this by providing INDOT with all supporting documentation and completing the Renunciation Form found on the DBE webpage at: www.in.gov/dot/div/legal/DBE .

Q: Do I have to be DBE certified in my home state to be eligible for DBE certification in Indiana.

A: Yes.

Q: I am a certified DBE in another State, how do I get certified in Indiana?

A: Go to the DBE webpage at: www.in.gov/dot/div/legal/DBE:

- 1.) Start with the online Business Registration Number (BRN), which has to be obtained by anyone who wishes to do business with the State of Indiana.**
- 2.) Complete the Application for DBE Certification (Include BRN on first page).**
- 3.) Complete the Personal Financial Statement.**
- 4.) Submit both the Application for DBE Certification & the Personal Financial Statement along with all requested documentations.**
- 5.) INDOT will request a copy of the onsite investigation performed by your home State's certifying entity.**

Q: What is an ACDBE (Airport Concession Disadvantaged Business Enterprise)?

A: An ACDBE is an airport concession that is a for-profit, small business firm.

Q: Can I be certified as a DBE and also ACDBE?

A: Yes. Typically, a firm that is certified as a DBE under 49 CFR Part 26 is also eligible to participate as an ACDBE. However, the firm must also comply with requirements found in 49 CFR Part 23. Please contact INDOT Economic Opportunity Division 317-232-5305 for more detailed information.

Q: What is the difference between a NAICS code and a DBE Code?

A: NAICS (North American Industry Classification System) Codes are broad classifications of business types. NAICS Codes are sometimes used to assist prime contractors in locating appropriate DBE subcontractors. NAICS codes can be found at www.naics.com. INDOT DBE (Disadvantaged Business Enterprise) Codes were developed by INDOT to better identify classifications of DBE firms. DBE Codes can be found at www.in.gov/dot/div/legal/DBE. Prime contractors may find DBE Codes more useful than NAICS Codes when attempting to locate appropriate DBE subcontractors.

Q: How does the MBE/WBE Program differ from the DBE Program?

A: The MBE/WBE (Minority and Woman-Owned Business Enterprise) Program is a State program governed by 25 IAC 5-1-3. The Indiana Department of Administration administers the program. There is a Governor's Commission on Minority and Women's Business Enterprises that meets quarterly and sets annual State MBE and WBE goals to be applied on every contract with 100% State funding. An MBE/WBE, like a DBE, must be owned (at least 51%) and controlled by a member of a qualifying minority group or woman. Unlike the DBE program, however, there are no small business requirements and no personal net worth restrictions on the owner of an MBE/ WBE firm. There is a link to certified MBE/WBE firms at: <http://www.in.gov/idoa/mwbe/>.